



# MIAMI BEACH

## Announcement of Open Position

### **CERTIFIED POLICE OFFICER**

\$1,883.85 - \$2,081.29 BI-WEEKLY SALARY\*

Open: 11/10/2008 8:30 AM

Close: CONTINUOUS

#### NATURE OF WORK

General police functions in the prevention of crime, protections of life and property and apprehension of criminal offenders, through the enforcement of laws and ordinances and the maintenance of community order through the performance of numerous human services, as well as providing general information and assistance to the public.

#### MINIMUM REQUIREMENTS

Must meet **one** of the following criteria:

- Have State of Florida Basic Law Enforcement Certification-active and in good standing; **or**
- Have completed an approved by Criminal Justice Standards & Training Commission (CJSTC) Basic Law Enforcement Training and have passed the Florida State Officer Certification Examination; **or**
- Have completed a CJSTC approved State of Florida Cross Training Certification or Equivalency Training and have passed the Florida State Officer Certification Examination.

Be at least 19 years of age at the time of application acceptance and be a standard high school graduate or its "equivalent" as the term may be determined by the Criminal Justice Standards & Training Commission (CJSTC). Fla. Stat. § 943.13 (1) & (3);

Be a United States citizen prior to appointment Fla. Stat. § 943.13(2) (Please note that for these purposes, appointment is defined as date of hire). Applicants who are not United States citizens must have applied for citizenship by the time they submit their application.

Comply with Section 943.135, Florida Statutes, and CJSTC continuing training and education requirements. Fla. Stat. § 943.13(11)

Possess a valid Florida Driver's License with acceptable driving record.

#### **NOTE:**

- Application packets will be accepted only in its entirety, including all the required and supporting documentation (Please refer to Applicant's Check List for the complete list of required documents)
- Application will be valid for one year from the date of its submission

#### TO APPLY

**APPLICATIONS FOR POSITIONS WILL ONLY BE ACCEPTED IN PERSON AT:**

Miami Beach City Hall  
Human Resources Department, 3<sup>rd</sup> Floor  
1700 Convention Center Drive  
Miami Beach, FL 33139

**MONDAY through THURSDAY, 8:30 AM – 5:00 PM (Excluding Holidays)**

## HIRING PROCESS

Applicants must successfully complete each step in the process, as determined when the recruitment opens, in order to proceed to the next step.

**ELIGIBILITY:** The candidates who successfully complete all required steps pertaining to the application process will be eligible to proceed to the next step – background investigation. Conditional offers of employment will be made on “first come-first serve basis” determined by the date and time of the application submission. The eligibility period will correspond with the validity of the application. Applications will be valid for one (1) year from the date of their submission.

If applicant elects to withdraw his/her application at any point of the hiring and/or background process, but later decide to restart the process, new application packet will have to be submitted and new expiration date, concurrent with the date of application submission, will be applied.

Applicants who are disqualified will be ineligible to reapply for 24 months, except that applicants who are disqualified for reasons that are specified by the CJSTC (i.e. felony conviction, etc.) may not ever reapply.

**SELECTION PROCESS:** The applicant selection process is comprised of a number of steps. As a part of the selection process, the Background Investigation will be conducted for entitled applicants. The Background Investigation, including, but not limited to, Polygraph and/or Computerized Voice Stress Analysis, Psychological Assessment, and comprehensive Medical Evaluation, must indicate an individual who is capable of, and suited for, performing the duties and responsibilities of a Police Officer.

**MEDICAL EXAMINATION:** All applicants selected for hire must be physically able to meet job-related requirements based on a pre-employment, job-related physical examination as scheduled by the City. The City will make every reasonable effort to accommodate disabilities in the work setting\*\*\*.

**APPOINTMENTS:** As vacancies become available and are to be filled, Human Resources Department shall certify the names of the persons eligible to be hired as a result of the successfully completed background investigation. The Appointing Officers will make selections from these names.

**PROBATIONARY PERIOD:** Appointees serve an 18-month probationary period.

**BENEFITS:** Excellent Pension Plan (eligibility age – 50; 10yr. cliff vesting); 3 year DROP; longevity pay; shift differential; excellent medical and dental (effective on 91<sup>st</sup> day of employment), life insurance; vacation and sick time; holiday pay: 12 holidays, 3 floating days, and birthday ; take home vehicle program; uniform allowance; educational incentives; in-house fitness center.

**Voluntary Benefits** (fully paid by the employee, but payroll deductible): additional life insurance, disability insurance, critical life insurance, lump-sum cancer benefits, U.S. legal services, flexible spending account, pre-tax payroll deductions, continuation of medical and dental coverage up to 18 months upon termination.

**PAY AND PENSION:** Applicants are normally appointed at the entry-level dollar amount for the appropriate salary range\*. Employees are paid by check every two weeks. Pay increases are granted on a merit basis within the pay range for the classification. Standard payroll deductions are made during the probationary period. After Regular status is attained, Fire and Police Pension System deductions commence.

For more information, please visit:

[http://www.miamibeachfl.gov/newcity/depts/fire\\_police\\_pension/fire\\_police\\_pension\\_main.asp](http://www.miamibeachfl.gov/newcity/depts/fire_police_pension/fire_police_pension_main.asp)

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### **VETERANS' PREFERENCE:**

**NOTE: Effective July 1, 2007,** preference eligibility no longer expires upon appointment of the eligible person to a position with the state or any political subdivision in the state. Persons who were previously ineligible for preference because they held or are currently holding a job with a public employer are now eligible to use their veterans' preference again with all employers covered by law. Persons who were previously ineligible for preference because they did not serve during an eligible wartime period may now be eligible for Veterans' Preference if they served during Operation Enduring Freedom (Beginning October 7, 2001 – present) or Operation Iraqi Freedom (Beginning March 19, 2003 – present).

Completion of the Veterans' Preference Claim section is made on a voluntary basis and kept confidential in accordance with the American with Disabilities Act.

A Veteran is "a person who served in the active military, naval, or air service and who was discharged or released there from under honorable conditions only or who later received an upgraded discharge under honorable conditions, notwithstanding any action by the United States Department of Veterans Affairs on individuals discharged or released with other than honorable discharges. To receive benefits as a wartime veteran, a veteran must have served in a campaign or expedition for which a campaign badge has been authorized or a veteran must have served during one of the following periods of wartime service:" (1.01(14) F.S.)

- (a) Spanish-American War: April 21, 1898 - July 4, 1902;
- (b) Mexican Border Period: May 9, 1916 - April 5, 1917; in the case of a veteran who during such period served in Mexico, on the borders thereof, or in the waters adjacent thereto.
- (c) World War I: April 6, 1917 - November 11, 1918; extended to April 1, 1920, for those veterans who served in Russia; also extended through July 1, 1921, for those veterans who served after November 11, 1918, and before July 2, 1921, provided such veterans had at least 1 day of service between April 5, 1917, and November 12, 1918;
- (d) World War II: December 7, 1941 - December 31, 1946;
- (e) Korean Conflict: June 27, 1950 - January 31, 1955;
- (f) Vietnam Era: February 28, 1961 - May 7, 1975;
- (g) Persian Gulf War: August 2, 1990 - January 2, 1992;
- (h) Operation Enduring Freedom: October 7, 2001, and ending on the date thereafter prescribed by presidential proclamation or by law; or
- (i) Operation Iraqi Freedom: March 19, 2003, and ending on the date thereafter prescribed by presidential proclamation or by law.

Listed below are the five Veteran's Preference categories.

- 1. Disabled veterans who have served on active duty in any branch of the Armed Forces and who (a) have a presently existing service-connected disability which is compensable under public laws administered by the VA; or (b) are receiving compensation, disability retirement benefits, or pension by reason of public laws administered by the VA and the Department of Defense.
- 2. The spouse of any person (a) who has a total and permanent service-connected disability and who, because of this disability, cannot qualify for employment; or (b) who is missing in action, captured in line of duty by a hostile force, or forcibly detained or interned in line of duty by a foreign government or power.
- 3. A veteran of any war who has served at least one day or more during a wartime era; and who was discharged or separated there from under honorable conditions from the Armed Forces. Active-duty for training is not allowable.
- 4. The unmarried widow or widower of a veteran who died of a service-connected disability.
- 5. An employee in a covered position who leaves employment to serve in the Armed Forces and is separated with an honorable discharge, and is reinstated within one year of the date of separation from the military service is entitled to veterans' preference on their first promotion following reinstatement.

In order to be eligible, you must be a resident of the State of Florida. In addition, applicants claiming categories 1, 2, or 4 above must furnish supporting documentation in accordance with the provisions of Rule 55A-7.013, F.A.C. Under the State of Florida Veterans' Preference Law, preference in appointment shall be given by the State of Florida and its political subdivisions to those persons in categories 1 and 2 and then those in categories 3 and 4. Retired military personnel are eligible. If any applicant claiming Veterans' Preference for a vacant position is not selected for the position, they may file a complaint with the Florida Department of Veterans' Affairs, Post Office Box 31003, St. Petersburg, Florida 33731. A complaint must be filed within 21 days of the applicant receiving notice of the hiring decision made by the employer or within three months of the date the application is filed with the employer if no notice is given.

Documentation (DD form 214 (Member-4) or Letter from the Florida Department of Veterans' Affairs or Department of Defense indicating presence of a compensable service-connected disability and percent of disability) substantiating your claim must be submitted at the time of application. In addition, applicants

CLASS NO: 5011

EOE/AA/ADA/VET PREF

UC NO: **08-CO-1-455**

*We are committed to providing excellent public service and safety to all who live, work and play in our vibrant, tropical, historic community.*

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**THE CITY OF MIAMI BEACH IS AN EQUAL OPPORTUNITY/DRUG FREE EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF AGE, CITIZENSHIP\*\*, PENDING CITIZENSHIP STATUS\*\* COLOR, DISABILITY\*\*\*, MARITAL STATUS, NATIONAL ORIGIN, RACE, RELIGION, GENDER, OR SEXUAL ORIENTATION.**

- \* Salary is subject to change based on conditions negotiated by the Union.  
Currently, the provisions of the Union Contract are:
    - Certified hire with less than one (1) year of experience shall start at \$1,883.85 bi-weekly
    - Certified hire with or greater than one (1) year, but less than three (3) years of experience shall start at \$1,983.00 bi-weekly
    - Certified hire with or greater than three (3) years of experience shall start at \$2,081.29 bi-weekly
  - \*\* See Minimum Requirements Section for information regarding citizenship.
  - \*\*\* The City of Miami Beach shall provide reasonable accommodations, due to any disability, for all applicants and employees. Please let us know as soon as possible if you require any special accommodations for the test(s), interview, or any other part of the hiring process.
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**ABOVE CONDITIONS APPLY UNLESS OTHERWISE NEGOTIATED.**

**This position is represented by FOP (Fraternal Order of Police).**